

BLOXHAM PARISH COUNCIL

MONDAY 4 DECEMBER 2023

Clerk & Responsible Financial Officer
Theresa Goss
3 Tanners Close
Middleton Cheney
Banbury, OX17 2GD

(01295) 710965
bloxhamparishcouncil@gmail.com
www.bloxhamparishcouncil.co.uk

28 November 2023

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 4 December 2023 at 7.00pm** in the small meeting room at Jubilee Hall, Barley Close, Bloxham to consider the business set out in the Agenda below and you are summoned to attend.

The District Councillors David Hingley, Adam Nell and Rob Pattenden and County Councillor Kieron Mallon are also invited to attend.

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome/Recording of Meetings** – To welcome Councillors and the public to the meeting and advise on the procedure for the recording of meetings.
7:00pm – 7:05pm

2. **Apologies for absence** - To receive any apologies for absence from the meeting.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

7:05pm – 7:10pm

3. **Declarations of Interest**

(a) To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

(b) To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.

7:10pm – 7:15pm

4. **Minutes** - To confirm the minutes of the meetings held on 6 November 2023. **(Attached)**
7:15pm – 7:20pm
5. **Matters Arising** - To discuss any issues arising from the minutes of 6 November 2023.
7:20pm – 7:25pm
6. **Chairman's Announcements**
 - Deeley Homes appeal hearing has been delayed to 10 January 2024.
 - Meeting with Bloxham School on 8 November 2023.**7:25pm – 7:35pm**
7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.
7:35pm – 7:45pm
8. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.
7:45pm – 7:55pm
9. **Village Matters**
 - i) Smith Family Memorial – To discuss the proposals for a memorial in the village.
 - ii) 20mph Speed Restrictions – To discuss the implementation of 20mph speed restrictions in Bloxham.
 - iii) Parking on Courtington Lane – To discuss the parking issues on Courtington Lane.**7:55pm – 8:05pm**
10. **Planning**
 - i) Planning Applications – To note the planning applications considered by the Parish Council since the last meeting. **(Attached)**
 - ii) Results of Planning Applications – To note decisions made by Cherwell District Council since the last meeting of the Parish Council. **(Attached)**
 - iii) 23/03077/CLUE, 5 Brickle Lane, Bloxham – To consider an application for a Certificate of Lawful Use Existing for the continued use of domestic shed positioned forward of the main house. **(Previously circulated)**
 - iv) Bloxham Neighbourhood Development Plan – To receive an update on the review of the Bloxham Neighbourhood Plan.
8:05pm – 8:20pm
11. **Parish Council Matters**
 - i) Vacancies – To consider any applications for co-option onto the Parish Council.
 - ii) Drop-In and Chat – To discuss any issues raised at the Drop-In and Chat.
 - iii) Parish Council Policies: To approve the following policies: **(Policies to follow)**
 - Treasury Management Policy
 - Reserves Policy
 - Publication Scheme
 - iv) Cherwell District Council's Parish Liaison Meeting – To receive feedback from the meeting held on 8 November 2023.

- v) County Council Charter – To discuss submitting comments on the County Council's Town and Parish Council's Charter.

8:20pm – 8:35pm

12. Financial Matters

- i) Accounts for Payment, Uncashed Payments, Bank Reconciliation and Income - To approve the accounts for payment and note the uncashed payments, bank reconciliation and income since the last meeting. **(Report to follow)**
- ii) Budget Monitoring 2023/2024 – To receive a report on the budget monitoring for 2023/2024. **(Report to follow)**
- iii) General and Ear-Marked Reserves 2023/2024 – To note and approve the Parish Council's Reserves. **(Report to follow)**
- iv) Budget and Precept 2024/2025 – To agree the budget and precept for 2024/2025. **(Report to follow)**

8:35pm – 8:50pm

13. Correspondence – Items of correspondence will be circulated to members. **8:50pm – 8:55pm**

- 14. Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 15, 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information.

8:55pm

- 15. Staffing Matters** – To note the NJC pay agreement and approve the increase of the salary for the Clerk & Responsible Financial Officer, which is back dated to 1 April 2023.

8:55pm – 9:00pm

- 16. Grass Cutting Contracts for 2024/2025** – To discuss quotes for the grass cutting contracts for the village areas and at Jubilee Park.

9:00pm – 9:05pm

- 17. Bloxham Neighbourhood Development Plan (BNDP)** – To consider a quote for a health check of the BNDP by a Consultant and agree to submit a grant funding application to Locality to cover these costs.

9:05pm – 9:15pm

- 18. Meeting Dates** – Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.00pm at Jubilee Hall, Barley Close, Bloxham. Please check the agenda for clarification the week before the meeting.

- Monday 8 January 2024
- Monday 5 February 2024
- Monday 4 March 2024
- Monday 8 April 2024
- Wednesday 24 April 2024 (Annual Parish Meeting)
- Monday 13 May 2024
- Monday 3 June 2024
- Monday 1 July 2024

9:15pm

19. Items for the Future Agendas/Items of Information

- Traffic Calming Working Group

9:15pm

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety and Human Rights.

**Parish Council 'Drop-in and Chat' Sessions are usually held on second Saturday of the month, at the Ex-Serviceman's Hall from 10.30am to 11.30am.
Residents are invited along to meet their Parish Councillors and discuss any items affecting the village.
Next Session: Saturday 9 December 2023**

All reports and minutes are available on the Parish Council website www.bloxhamparishcouncil.co.uk